

# TRUSTEE'S ORDER-CHECK BOOK

D330-Mr39-10,000(17370)\*



THIS ORDER-CHECK BOOK IS AN OFFICIAL RECORD OF YOUR  
OFFICE; THE DISTRICT SUPERINTENDENT IS REQUIRED  
TO EXAMINE IT FROM TIME TO TIME

## REGULATIONS OF THE COMMISSIONER OF EDUCATION ON FINANCIAL ACCOUNTING

### COMMON SCHOOL DISTRICTS

The officers of common school districts shall carry out the following financial procedure:

1 Pursuant to section 253-a of the Education Law, the trustee or trustees shall designate a bank or banks for the deposit of all district funds.

2 Pursuant to section 253 of the Education Law, the trustee or trustees shall designate the collector to act as disbursing officer where none has been elected, and shall issue an order on the supervisor authorizing him to transfer the state apportionments to the collector-treasurer.

3 The proceeds of all loans shall at once be deposited in the designated bank.

4 All funds of the district shall be paid to the collector-treasurer and no funds shall be withdrawn, except on the written order of the trustee or trustees.

5 Payments shall be made only by order-checks provided by the Education Department and signed by the trustee or trustees and the collector-treasurer.

6 In districts having three trustees orders shall be signed by at least two of them.

7 Trustees shall keep itemized bills to support all orders.

8 It is the duty of the trustees to make sure that the obligations of the district are kept within available appropriations and no orders may be drawn beyond the limits of the available funds. [Section 284, Education Law; Section 1871, Penal Law.]

9 Trustees may require detailed report from treasurer at any time.

10 The records of the district are public records and must always be available for examination.

11 At the end of the school year, the order-check book kept by the trustees and the cash book kept by the collector-treasurer shall be delivered to the district superintendent at the time the trustees' annual financial report is filed.

12 The trustee or trustees shall settle all accounts of the district prior to June 30th.

13 The collector-treasurer must secure and verify the district's bank statements before preparing written reports to the trustee and the annual school meeting.

14 The return bank statements, canceled checks, debit charge slips and canceled short-term notes are part of the official records of the collector-treasurer and shall be preserved. These records shall always be available for examination.

15 On or before the first day of April the trustee or trustees shall file their certificate and the collector's account of unpaid taxes and affidavit with the county treasurer as required by section 434 of the Education Law.

## ORDER OF DESIGNATION OF BANK (For Sole Trustee)

The University of the State of New York  
The State Education Department

Form 1

[Date]

In compliance with section 253-a of the State Education Law, amended 1935, as trustee of School District No. .... Town of ..... County of .....  
Direct you to deposit promptly all district funds in the following bank which is hereby designated as the District depository.

### IMPORTANT

On or before the first day of July the trustee shall require the collector-treasurer to file a suitable bond with the trustee.

On or before the first day of April 1940 the trustee shall file his certificate and the collector's account of unpaid taxes and affidavit with the county treasurer as required by section 434 of the Education Law.

In order to protect the school district and the officers the trustee should make out order-checks in ink and make sure that the copy is an exact and clear copy of the original.

Forms are provided in the collector-treasurer's cash book on which he may report receipts and balance to the trustee on the first of each month.

A short-term note register form is provided for the trustee's use in the trustee's order-check book.

### LIST OF FORMS

- Form 1 Order of Designation of Bank, for sole trustee
- Form 2 Order of Designation of Bank, for board of trustees
- Form 3 Report to District Superintendent of Amount of Tax Levy
- Form 4 Order on Supervisor for Transfer of Public Money
- Form 5 Short-Term Note Register



ORDER OF DESIGNATION  
OF BANK

(For Sole Trustee)

The University of the State of New York  
The State Education Department

Form 1

.....  
[Date]

In compliance with section 253-a of the State Education Law, amended 1935, as trustee of School District No. .... Town of ....., County of ....., I direct you to deposit promptly all district funds in the following bank which is hereby designated as the District Bank Depository.

.....  
(Name and Location of Bank Designated)

This copy to be filed with school district collector-treasurer

.....  
[Signature of Trustee]

ORDER OF DESIGNATION  
OF BANK

(For Sole Trustee)

The University of the State of New York  
The State Education Department

.....  
[Date]

I, ....., being the duly elected trustee of School District No. .... Town of ....., County of ....., for the fiscal year beginning July 1, 1939, and ending June 30, 1940, do in compliance with section 253-a of the Education Law direct that all funds of the school district shall be deposited in the

.....  
(Name and Location of Bank Designated)

which is hereby designated as the District Bank Depository and said bank is hereby authorized to pay only checks signed by the officers whose specimen signatures appear below.

.....  
[Signature of Collector-Treasurer]

This copy to be filed with officers of bank designated

.....  
[Signature of Trustee]

ORDER OF DESIGNATION  
OF BANK

(For Sole Trustee)

The University of the State of New York  
The State Education Department

.....  
[Date]

In compliance with section 253-a of the State Education Law, amended 1935, as trustee of School District No. .... Town of ....., County of ....., I have directed the collector-treasurer ..... to deposit all district funds in the following bank which is hereby designated as the District Bank Depository.

.....  
(Name and Location of Bank Designated)

This copy to be filed with district superintendent

.....  
[Signature of Trustee]



ORDER OF DESIGNATION  
OF BANK

(For Sole Trustee)

.....  
[Date]

In compliance with section 253-a of the State Education Law, amended 1935, as trustee of School District No. .... Town of ....., County of ....., I direct you to deposit promptly all district funds in the following bank which is hereby designated as the District Bank Depository.

.....  
(Name and Location of Bank Designated)

This copy to be filed with school district collector-treasurer

.....  
[Signature of Trustee]

The University of the State of New York  
The State Education Department

ORDER OF DESIGNATION  
OF BANK

(For Sole Trustee)

.....  
[Date]

I, ....., being the duly elected trustee of School District No. .... Town of ....., County of ....., for the fiscal year beginning July 1, 1939, and ending June 30, 1940, do in compliance with section 253-a of the Education Law direct that all funds of the school district shall be deposited in the

.....  
(Name and Location of Bank Designated)

which is hereby designated as the District Bank Depository and said bank is hereby authorized to pay only checks signed by the officers whose specimen signatures appear below.

.....  
[Signature of Collector-Treasurer]

.....  
[Signature of Trustee]

This copy to be filed with officers of bank designated

The University of the State of New York  
The State Education Department

ORDER OF DESIGNATION  
OF BANK

(For Sole Trustee)

.....  
[Date]

In compliance with section 253-a of the State Education Law, amended 1935, as trustee of School District No. .... Town of ....., County of ....., I have directed the collector-treasurer ..... to deposit all district funds in the following bank which is hereby designated as the District Bank Depository.

.....  
(Name and Location of Bank Designated)

This copy to be filed with district superintendent

.....  
[Signature of Trustee]



ORDER OF DESIGNATION  
OF BANK

(For Board of Trustees)

The University of the State of New York  
The State Education Department

.....  
[Date]

In accordance with the provisions of section 253-a of the Education Law, and upon a resolution adopted at a meeting of the board of trustees of School District No. .... Town of ....., County of ....., and as entered upon the minutes of such meeting, you are directed to deposit all district funds in the following bank which is hereby designated for the deposit of all moneys received by the collector-treasurer of this district.

.....  
[Name and Location of Bank Designated]

This copy to be filed with school district collector-treasurer

.....  
[Chairman of Board of Trustees]

ORDER OF DESIGNATION  
OF BANK

(For Board of Trustees)

The University of the State of New York  
The State Education Department

.....  
[Date]

Passed at a regularly called meeting held....., 1939.

Resolved that all district funds shall be deposited in the

.....  
[Name and Location of Bank Designated]

which is hereby designated for the deposit of all money received by the collector-treasurer of the district and said bank is authorized to pay only checks signed by any two trustees and the collector-treasurer whose specimen signatures appear below.

.....  
[Signature of Trustee]

.....  
[Signature of Collector-Treasurer]

.....  
[Signature of Trustee]

This copy to be filed with officers of bank designated

.....  
[Signature of Trustee]

ORDER OF DESIGNATION  
OF BANK

(For Board of Trustees)

The University of the State of New York  
The State Education Department

.....  
[Date]

In accordance with the provisions of section 253-a of the Education Law, and upon resolution adopted at a meeting of the board of trustees of School District No. .... Town of ....., County of ....., and as entered upon the minutes of such meeting, the collector-treasurer has been directed to deposit all district funds in the following bank which is hereby designated for the deposit of all moneys received by the collector-treasurer of this district.

.....  
[Name and Location of Bank Designated]

This copy to be filed with district superintendent

.....  
[Chairman of Board of Trustees]



The University of the State of New York  
The State Education Department

Form 2

ORDER OF DESIGNATION  
OF BANK

(For Board of Trustees)

.....  
[Date]

In accordance with the provisions of section 253-a of the Education Law, and upon a resolution adopted at a meeting of the board of trustees of School District No. .... Town of .....,  
County of ....., and as entered upon the minutes of such meeting, you are directed to deposit all district funds in the following bank which is hereby designated for the deposit of all moneys received by the collector-treasurer of this district.

.....  
[Name and Location of Bank Designated]

This copy to be filed with school district collector-treasurer

.....  
[Chairman of Board of Trustees]

ORDER OF DESIGNATION  
OF BANK

(For Board of Trustees)

The University of the State of New York  
The State Education Department

.....  
[Date]

Passed at a regularly called meeting held ....., 1939.

Resolved that all district funds shall be deposited in the

.....  
[Name and Location of Bank Designated]

which is hereby designated for the deposit of all money received by the collector-treasurer of the district and said bank is authorized to pay only checks signed by any two trustees and the collector-treasurer whose specimen signatures appear below.

.....  
[Signature of Trustee]

.....  
[Signature of Collector-Treasurer]

.....  
[Signature of Trustee]

This copy to be filed with officers of bank designated

.....  
[Signature of Trustee]

ORDER OF DESIGNATION  
OF BANK

(For Board of Trustees)

The University of the State of New York  
The State Education Department

.....  
[Date]

In accordance with the provisions of section 253-a of the Education Law, and upon resolution adopted at a meeting of the board of trustees of School District No. .... Town of .....,  
County of ....., and as entered upon the minutes of such meeting, the collector-treasurer has been directed to deposit all district funds in the following bank which is hereby designated for the deposit of all moneys received by the collector-treasurer of this district.

.....  
[Name and Location of Bank Designated]

This copy to be filed with district superintendent

.....  
[Chairman of Board of Trustees]



The University of the State of New York  
The State Education Department

Immediately after the district Tax Warrant has been placed in the hands of the collector, mail this report to the district superintendent.

## REPORT TO DISTRICT SUPERINTENDENT

1939-40

Name of District Deerfield  
District No. 5 Town of Denning County of Wester C.C.

The district superintendent is required to furnish the following information to the State Tax Commission.

The trustee will need this information for the Annual Financial Report at the end of the school year.

NAME OF TOWN	ASSESSED VALUE	AMOUNT OF LEVY	TAX RATE PER \$1000 OF ASSESSED VALUE
Denning	\$ 38490	\$ 342.45	5.00
Total .....	\$ 38490	\$ 342.45	

Have you filed an acceptable bond with the town clerk to qualify the collector to receive the tax

warrant? [Section 252, Education Law.] Yes X No       

Date of tax warrant. Sept 7th

Total amount of short term indebtedness on July 1, 1939..... \$ none

Total amount of bonded indebtedness..... \$ none

Sept 25, 1939  
[Date]

[Signed] Oscar Haugthaling

One copy for District Superintendent



The University of the State of New York  
The State Education Department

After January 1st this order shall be drawn on the town supervisor for the public moneys apportioned to the district.

ORDER ON SUPERVISOR FOR  
TRANSFER OF PUBLIC MONEYS

Issued Mar 9 19 40

To Loren Dean, Supervisor of the  
*Name of Supervisor*

Town of Denny  
*Address of Supervisor*

WHEREAS Oscar Houghtaling is the duly elected collector  
*Name of District Officer*

of School District No. 5, Town of Denny, and whereas the voters of the district have not elected a separate treasurer, as the duly elected trustee I hereby designate said collector to act as the disbursing agent of this school district, pursuant to the provisions of section 253 of the Education Law; and

WHEREAS the above-named disbursing collector has given bond for all school moneys coming into his hands, and whereas the said bond has been approved by the trustee (or board of trustees) of the said district and placed on file in the office of the town clerk of the Town of Denny, as required by section 253, subdivision 2, of the Education Law;

Therefore, you are hereby authorized and directed to pay over to him the public money due said school district, said amount to be paid over when made available by the Comptroller of the State of New York.

Check should be forwarded to  
District Officer designated below.

Clayton H. H. H.  
*Name of Collector (or Treasurer)*

Oscar Houghtaling  
*Signature of Trustee or  
Chairman of Board of Trustees*

Clayton H. H. H.  
*Address of Disbursing Officer*

Clayton H. H. H.  
*Address of Trustee or Chairman*



## SHORT-TERM NOTE REGISTER

The trustees shall pay or renew all short-term notes on the date the notes fall due. This table is included for the trustee's use for making a record of short-term notes

DATE OF LOAN	FROM WHOM BORROWED	AMOUNT BORROWED	DATE DUE	DATE RENEWED	AMOUNT PAID ON NOTE	DATE PAID	INTEREST PAID	DATE
Total amount of loans paid					\$	Total interest paid	\$	



DATE	RECEIPTS REPORTED BY COLLECTOR	AMOUNT
	Carried forward	\$-
	Total (to be carried forward)	\$-

Date .....

TOTAL EXPENDITURES TO DATE

21.02



# TRUSTEES' RECORD OF RECEIPTS

DATE	RECEIPTS REPORTED BY COLLECTOR	AMOUNT
	Carried forward	\$
	Total (to be carried forward)	\$

Total receipts to date.....\$

Deduct total expenditures to date.....

Balance on hand.....\$

Date .....

4 June 13 1939  
 PURPOSE Moving schoolhouse ground  
 PAY TO THE ORDER OF Ben Countryman  
 Three and 70/100 DOLLARS

First National Bank & Trust Co.  
 Ellenville N.Y.

TRUSTEE'S COPY — NOT NEGOTIABLE

Oscar Houghtaling

5 July 22 1939  
 PURPOSE books (Library)

PAY TO THE ORDER OF Junior Press Books  
 Forty and 55/100 DOLLARS

First National Bank & Trust Co.  
 Ellenville N.Y.

TRUSTEE'S COPY — NOT NEGOTIABLE

Oscar Houghtaling

6 July 22 1939  
 PURPOSE school supplies

PAY TO THE ORDER OF Radford M. Moore & Co.  
 Fifteen and 09/100 DOLLARS

First National Bank & Trust Co.  
 Ellenville N.Y.

TRUSTEE'S COPY — NOT NEGOTIABLE

Oscar Houghtaling

\$ 21.60  
 \$ 3.00 ✓  
 \$ 40.55 ✓  
 \$ 15.09 ✓  
 \$ 79.64



# TRUSTEES' RECORD OF RECEIPTS

DATE	RECEIPTS REPORTED BY COLLECTOR	AMOUNT
	Carried forward	\$
	Total (to be carried forward)	\$

Total receipts to date..... \$

Deduct total expenditures to date.....

Balance on hand..... \$

Date .....

No. 7 July 22 1939  
 PURPOSE Electricity  
 PAY TO THE ORDER OF Central Hudson Gas & Electric Corp.  
nine and 3/10 DOLLARS

First National Bank & Trust Co. 5  
Ellenville N.Y. Henning

TRUSTEE'S COPY — NOT NEGOTIABLE

Oscar Houghtaling

No. 8 July 22 1939  
 PURPOSE Business Cartels  
 PAY TO THE ORDER OF Gladys Houghtaling  
Ten and 00/100 DOLLARS

First National Bank & Trust Co. 5  
Ellenville N.Y. Henning

TRUSTEE'S COPY — NOT NEGOTIABLE

Oscar Houghtaling

No. 9 July 29 1939  
 PURPOSE Work on walk to school house  
 PAY TO THE ORDER OF Norway Houghtaling  
Eighteen and 00/100 DOLLARS

National Bank & Trust Co. 5  
Ellenville N.Y. Henning

TRUSTEE'S COPY — NOT NEGOTIABLE

TOTAL EXPENDITURES TO DATE

\$ 79.64

\$ 9.63 ✓

\$ 10.00 ✓

\$ 18.00 ✓

\$ 117.27



DATE	RECEIPTS REPORTED BY COLLECTOR	AMOUNT
	Carried forward	\$
	Total (to be carried forward)	\$

Deduct total expenditures to date.....

Balance on hand.....	\$.....
----------------------	---------

Date .....

\$ 117.27

PURPOSE Wrote on walk to school house 0 0

PAY TO THE ORDER OF Leslie Holloway  
Ten and 00/100 DOLLARS

First National Bank & Trust Co.  
Ellenville N. Y.

TRUSTEE'S COPY — NOT NEGOTIABLE

Dear Houghtaling

No. 11 August 5 1939

PURPOSE Work on school bus walk.

PAY TO THE ORDER OF Norway Houghtaling  
Twenty one and 5/10 DOLLARS

First National Bank & Trust Co.  
Ellenville N.Y.

**TRUSTEE'S COPY—NOT NEGOTIABLE**

Oscar Houghtaling

No. 12 Amount 5 1929

PURPOSE *Monitor walk to school house*

PAY TO THE ORDER OF Leslie Holloway Balance on hand  
Twenty one and 50/100 DOLLARS

East National Bank & Trust Co.  
Ellenville N. Y.

TRUSTEE'S COPY — NOT NEGOTIABLE

*Oscar Houghaling*  
TOTAL EXPENDITURES TO DATE

TOTAL EXPENDITURES TO DATE

170.27



DATE	RECEIPTS REPORTED BY COLLECTOR	AMOUNT	
		\$	
	Carried forward		
	Total (to be carried forward)	\$	

Total receipts to date.....\$.....

Deduct total expenditures to date.....\$.....

Balance on hand.....\$.....

Date .....

# TRUSTEES' RECORD OF RECEIPTS

TOTAL EXPENDITURES CARRIED FORWARD  
 No. 13 August 5 1939  
 PURPOSE Wagon Wicket behind house  
 PAY TO THE ORDER OF Ben Countryman  
Thirteen and 50 DOLLARS

First National Bank & Trust Co.  
 Ellenville N.Y.  
 5  
 Llenning

TRUSTEE'S COPY — NOT NEGOTIABLE

Oscar Houghtaling

No. 14 August 26 1939  
 PURPOSE Cleaning school house + taking of census  
 PAY TO THE ORDER OF Bladys Houghtaling  
Eighteen and 00 DOLLARS

First National Bank & Trust Co.  
 Ellenville N.Y.  
 5  
 Llenning

TRUSTEE'S COPY — NOT NEGOTIABLE

Oscar Houghtaling

No. 13 August 26 1939  
 PURPOSE Painting, fixing toilet, repairs on school house  
 PAY TO THE ORDER OF Arthur Mackey  
Twenty four and 00 DOLLARS

First National Bank & Trust Co.  
 Ellenville N.Y.  
 5  
 Llenning

TRUSTEE'S COPY — NOT NEGOTIABLE

Oscar Houghtaling

TOTAL EXPENDITURES TO DATE

\$ 110.27  
 \$ 13.50 ✓  
 \$ 18.00 ✓  
 \$ 24.80 ✓  
 \$ 166.57



# TRUSTEES' RECORD OF RECEIPTS

DATE	RECEIPTS REPORTED BY COLLECTOR	AMOUNT
	Carried forward	\$
	Total (to be carried forward)	\$

Total receipts to date..... \$

Deduct total expenditures to date.....

Balance on hand..... \$

Date .....

No. 16 Sept 4 1939  
 PURPOSE freight + cartage  
 PAY TO THE ORDER OF Rance Hamilton  
Three and 7/10 DOLLARS

First National Bank & Trust Co.  
 Ellenville N.Y.

5  
Henning

TRUSTEE'S COPY — NOT NEGOTIABLE

Oscar Haughtaling

No. 17 Sept 4 1939  
 PURPOSE school supplies

PAY TO THE ORDER OF Radford M. Moore & Co.  
Forty and 4/10 DOLLARS

First National Bank & Trust Co.  
 Ellenville N.Y.

5  
Henning

TRUSTEE'S COPY — NOT NEGOTIABLE

Oscar Haughtaling

No. 18 September 6 1939  
 PURPOSE toilet supplies

PAY TO THE ORDER OF Floyd E. Hardie  
One and 9/10 DOLLARS

First National Bank & Trust Co.  
 Ellenville N.Y.

5  
Henning

TRUSTEE'S COPY — NOT NEGOTIABLE

Oscar Haughtaling

TOTAL EXPENDITURES TO DATE

\$ 166.57

\$ 3.00 ✓

\$ 40.46 ✓

\$ 1.90 ✓

\$ 211.93



# TRUSTEES' RECORD OF RECEIPTS

DATE	RECEIPTS REPORTED BY COLLECTOR	AMOUNT	
		\$	
	Carried forward		
	Total (to be carried forward)	\$	

Total receipts to date..... \$.....

Deduct total expenditures to date.....

Balance on hand..... \$.....

Date .....

TOTAL EXPENDITURES CARRIED FORWARD

No. 19 September 6 1939  
PURPOSE lumber

PAY TO THE ORDER OF Livingston Manor Lumber Company  
Five and 90 DOLLARS

First National Bank + Trust Co.  
Ellenville N.Y. 5  
Henning

TRUSTEE'S COPY — NOT NEGOTIABLE

Oscar Houghtaling

No. 20 September 9 1939  
PURPOSE Insurance on School Bus

PAY TO THE ORDER OF Arthur Mackey  
Twenty and 00 DOLLARS

First National Bank + Trust Co.  
Ellenville N.Y. 5  
Henning

TRUSTEE'S COPY — NOT NEGOTIABLE

Oscar Houghtaling

No. 21 September 18 1939  
PURPOSE school supplies

PAY TO THE ORDER OF W. Krum  
Five and 59 DOLLARS

National Bank + Trust Co.  
Ellenville N.Y. 5  
Henning

TRUSTEE'S COPY — NOT NEGOTIABLE

Oscar Houghtaling

TOTAL EXPENDITURES TO DATE

\$ 217.93  
5.90 ✓  
20.00 ✓  
5.59 ✓  
243.42



# TRUSTEES' RECORD OF RECEIPTS

DATE	RECEIPTS REPORTED BY COLLECTOR	AMOUNT	
		\$	
	Carried forward		
	Total (to be carried forward)	\$	

Total receipts to date..... \$

Deduct total expenditures to date.....

Balance on hand..... \$

Date .....

TOTAL EXPENDITURES CARRIED FORWARD

No. 22 September 21, 1939  
PURPOSE Books

PAY TO THE ORDER OF May Helen Ringwood  
Six and 6/10 DOLLARS

First National Bank & Trust Co.  
Ellenville N.Y. 5  
Henning

TRUSTEE'S COPY — NOT NEGOTIABLE

Oscar Houghtaling

No. 23 September 22, 1939  
PURPOSE Morning prayer

PAY TO THE ORDER OF Virgil Houghtaling  
Three and 7/10 DOLLARS

First National Bank & Trust Co.  
Ellenville N.Y. 5  
Henning

TRUSTEE'S COPY — NOT NEGOTIABLE

Oscar Houghtaling

No. 24 September 25, 1939  
PURPOSE making out tax list

PAY TO THE ORDER OF Charlotta Brunton  
Thirteen and 7/10 DOLLARS

First National Bank & Trust Co.  
Ellenville N.Y. 5  
Henning

TRUSTEE'S COPY — NOT NEGOTIABLE

Oscar Houghtaling

TOTAL EXPENDITURES TO DATE

\$ 243.42

\$ 6.63 ✓

\$ 3.00 ✓

\$ 13.00 ✓

\$ 266.05



# TRUSTEES' RECORD OF RECEIPTS

DATE	RECEIPTS REPORTED BY COLLECTOR	AMOUNT	
		\$	
	Carried forward		
	Total (to be carried forward)	\$	

Total receipts to date..... \$.....

Deduct total expenditures to date..... \$.....

Balance on hand..... \$.....

Date .....

TOTAL EXPENDITURES CARRIED FORWARD

No. 25 September 25 1939

PURPOSE school supplies

PAY TO THE ORDER OF Radford M. Moore  
Ten and 00/100

DOLLARS

First National Bank & Trust Co.  
Ellenville N.Y.

TRUSTEE'S COPY — NOT NEGOTIABLE

Oscar Houghtaling

No. 26 September 25 1939

PURPOSE teaching school

PAY TO THE ORDER OF May Helen Ringwood  
one hundred fifteen and 20/100

DOLLARS

First National Bank & Trust Co.  
Ellenville N.Y.

TRUSTEE'S COPY — NOT NEGOTIABLE

Oscar Houghtaling

No. 27 September 28 1939

PURPOSE transportation High School Children

PAY TO THE ORDER OF Percy Cole  
Sixty-five and 00/100

DOLLARS

First National Bank & Trust Co.  
Ellenville N.Y.

TRUSTEE'S COPY — NOT NEGOTIABLE

Oscar Houghtaling

TOTAL EXPENDITURES TO DATE

\$ 266.05  
\$ 10.00 ✓  
\$ 115.20 ✓  
\$ 65.00 ✓  
\$ 446.25



DATE	RECEIPTS REPORTED BY COLLECTOR	AMOUNT	
	Carried forward	\$	
	Total (to be carried forward)	\$	

Deduct total expenditures to date.....

Balance on hand..... \$.....

Date .....

\$ 446.25

No

PURPOSE

PAY TO THE  
ORDER OF

Forty-seven and 50/100 ————— DOLLARS

First National Bank & Trust Co.  
Ellenville N. Y.

TRUSTEE'S COPY — NOT NEGOTIABLE

No

### PURPOSE

PAY TO THE  
ORDER OF

Sixty-six and 5/100 — 6 — DOLLARS

First National Bank & Trust Co  
Ellenville N. Y.

TRUSTEE'S COPY—NOT NEGOTIABLE

No

## PURPOSE

PAY TO THE  
ORDER OF

One and  $\frac{25}{100}$  DOLLARS

First National Bank & Trust Co.  
Ellenville N. Y.

**TRUSTEE'S COPY—NOT NEGOTIABLE**

TOTAL EXPENDITURES TO DATE

\$ 361.50



# TRUSTEES' RECORD OF RECEIPTS

DATE	RECEIPTS REPORTED BY COLLECTOR	AMOUNT	
		\$	
	Carried forward		
	Total (to be carried forward)	\$	

Total receipts to date..... \$.....

Deduct total expenditures to date..... \$.....

Balance on hand..... \$.....

Date .....

TOTAL EXPENDITURES CARRIED FORWARD

\$ 561.50

No. 31 October 20 1939

PURPOSE Business Controls

PAY TO THE ORDER OF Gladys Houghtaling  
Five and 2/10 DOLLARS

\$ 5.00 ✓

First National Bank & Trust Co.  
Ellenville N.Y.

5  
Hemming

TRUSTEE'S COPY — NOT NEGOTIABLE

Oscar Houghtaling

No. 32 October 28 1939

PURPOSE High School Transportation

PAY TO THE ORDER OF Percy Cole  
Sixty-five and 2/10 DOLLARS

\$ 65.00 ✓

First National Bank & Trust Co.  
Ellenville N.Y.

5  
Hemming

TRUSTEE'S COPY — NOT NEGOTIABLE

Oscar Houghtaling

No. 33 October 28 1939

PURPOSE Tramp School Children

PAY TO THE ORDER OF Arthur Mackey  
Seventy-three and 2/10 DOLLARS

\$ 73.50 ✓

First National Bank & Trust Co.  
Ellenville N.Y.

5  
Hemming

TRUSTEE'S COPY — NOT NEGOTIABLE

Oscar Houghtaling

TOTAL EXPENDITURES TO DATE

\$ 785.00



# TRUSTEES' RECORD OF RECEIPTS

DATE	RECEIPTS REPORTED BY COLLECTOR	AMOUNT
	Carried forward	\$
	Total (to be carried forward)	\$

Total receipts to date..... \$

Deduct total expenditures to date.....

Balance on hand..... \$

Date .....

TOTAL EXPENDITURES CARRIED FORWARD

No. 34 October 28 1939

PURPOSE transp school children

PAY TO THE ORDER OF Arthur Mackey

Fifty-two and 00/100 DOLLARS

First National Bank & Trs Co.  
Ellenville N. Y.

5  
Henning

TRUSTEE'S COPY — NOT NEGOTIABLE

Oscar Houghtaling

No. 35 October 28 1939

PURPOSE putting in driveway

PAY TO THE ORDER OF Leonard Akerley

Three and 00/100 DOLLARS

First National Bank & Trs Co.  
Ellenville N. Y.

5  
Henning

TRUSTEE'S COPY — NOT NEGOTIABLE

Oscar Houghtaling

No. 36 October 30 1939

PURPOSE teaching school

PAY TO THE ORDER OF May Helen Ringwood

sixty and 00/100 DOLLARS

First National Bank & Trs Co.  
Ellenville N. Y.

5  
Henning

TRUSTEE'S COPY — NOT NEGOTIABLE

Oscar Houghtaling

TOTAL EXPENDITURES TO DATE

\$ 705.00

\$ 52.50 ✓

\$ 3.00 ✓

\$ 60.00 ✓

\$ 820.50



DATE	RECEIPTS REPORTED BY COLLECTOR	AMOUNT	
	Carried forward	\$	
	Total (to be carried forward)	\$	

Deduct total expenditures to date.....

Balance on hand..... \$.....

Date .....

TOTAL EXPENDITURES TO DATE

820.50

\$ 5.00

10. 00

\$ 8.00

\$ 943.50



# TRUSTEES' RECORD OF RECEIPTS

DATE	RECEIPTS REPORTED BY COLLECTOR	AMOUNT	
		\$	
	Carried forward		
Total (to be carried forward)		\$	

Total receipts to date.....\$

Deduct total expenditures to date.....

Balance on hand.....\$

Date .....

TOTAL EXPENDITURES CARRIED FORWARD

No. 40 November 13 1939

PURPOSE school supplies

PAY TO THE ORDER OF Radford M. Moore + Co. Mr.  
Forty-two and 4/10 DOLLARS

First National Bank + Trs. Ellenville N.Y. 5 Henning

TRUSTEE'S COPY—NOT NEGOTIABLE

Oscar Houghtaling

No. 41 November 13 1939

PURPOSE teaching school

PAY TO THE ORDER OF May Helen Ringwood  
Fifty-five and 2/10 DOLLARS

First National Bank + Trs. Ellenville N.Y. 5 Henning

TRUSTEE'S COPY—NOT NEGOTIABLE

Oscar Houghtaling

No. 42 November 18 1939

PURPOSE janitor work

PAY TO THE ORDER OF Vernon Tompkins  
Three and 5/10 DOLLARS

First National Bank + Trs. Ellenville N.Y. 5 Henning

TRUSTEE'S COPY—NOT NEGOTIABLE

Oscar Houghtaling

TOTAL EXPENDITURES TO DATE

\$ 943.50

\$ 42.45 ✓

\$ 55.20 ✓

\$ 3.00 ✓

\$ 1044.15



# TRUSTEES' RECORD OF RECEIPTS

DATE	RECEIPTS REPORTED BY COLLECTOR	AMOUNT
	Carried forward	\$
	Total (to be carried forward)	\$

Total receipts to date..... \$

Deduct total expenditures to date.....

Balance on hand..... \$

Date .....

TOTAL EXPENDITURES CARRIED FORWARD

No. 43 November 29 1939  
PURPOSE training school

PAY TO THE ORDER OF May Helen Ringwood  
one hundred fifteen and 2/10 DOLLARS

First National Bank & Trust Co.  
Ellenville N. Y. 5 Henning

TRUSTEE'S COPY—NOT NEGOTIABLE

Oscar Houghtaling

No. 44 November 29 1939  
PURPOSE Tramp High School Pupils

PAY TO THE ORDER OF Percy Cole  
sixty-five and 2/10 DOLLARS

First National Bank & Trust Co.  
Ellenville N. Y. 5 Henning

TRUSTEE'S COPY—NOT NEGOTIABLE

Oscar Houghtaling

No. 45 November 29 1939  
PURPOSE tramp school children

PAY TO THE ORDER OF Arthur Mackey  
DOLLARS

First National Bank & Trust Co.  
Ellenville N. Y. 5 Henning

TRUSTEE'S COPY—NOT NEGOTIABLE

Oscar Houghtaling

TOTAL EXPENDITURES TO DATE

\$ 1044.12

\$ 115.20 ✓

\$ 65.00 ✓

\$ 66.50 ✓

\$ 1290.85



# TRUSTEES' RECORD OF RECEIPTS

DATE	RECEIPTS REPORTED BY COLLECTOR	AMOUNT
	Carried forward	\$
	Total (to be carried forward)	\$

Total receipts to date..... \$

Deduct total expenditures to date.....

Balance on hand..... \$

Date .....

TOTAL EXPENDITURES CARRIED FORWARD

\$ 1290.85

No. 46 November 29 1939

PURPOSE Transp High School Pupil

PAY TO THE ORDER OF Arthur Mackey  
Forty seven and 50/100

DOLLARS

\$ 47.50 ✓

First National Bank & Trust Co.  
Ellenville N. Y.  
5  
Hemming

TRUSTEE'S COPY — NOT NEGOTIABLE

Oscar Houghtaling

No. 47 November 29 1939

PURPOSE Literary Text

PAY TO THE ORDER OF Max Helen Ringwood  
Six and 45/100

DOLLARS

\$ 6.45 ✓

First National Bank & Trust Co.  
Ellenville N. Y.  
5  
Hemming

TRUSTEE'S COPY — NOT NEGOTIABLE

Oscar Houghtaling

No. 48 November 29 1939

PURPOSE Building Repair Material

PAY TO THE ORDER OF M.C. Curry  
Five and 00/100

DOLLARS

\$ 5.00 ✓

First National Bank & Trust Co.  
Ellenville N. Y.  
5  
Hemming

TRUSTEE'S COPY — NOT NEGOTIABLE

Oscar Houghtaling

TOTAL EXPENDITURES TO DATE

\$ 1345.35



DATE	RECEIPTS REPORTED BY COLLECTOR	AMOUNT	
	Carried forward	\$	
	Total (to be carried forward)	\$	

Date \_\_\_\_\_

382.14

TOTAL EXPENDITURES TO DATE



TRUSTEES' RECORD OF RECEIPTS

DATE	RECEIPTS REPORTED BY COLLECTOR	AMOUNT	
	Carried forward	\$	
	Total (to be carried forward)	\$	

Total receipts to date..... \$

Deduct total expenditures to date.....

Balance on hand.....\$

Date \_\_\_\_\_

No. 52 December 16, 1939

PURPOSE Business Controls

PAY TO THE ORDER OF Charlotte Bunton

Five and  $\frac{5}{10}$ 

DOLLARS

Trust National Bank + Trust Co  
Ellenville N. Y.

then in

**TRUSTEE'S COPY—NOT NEGOTIABLE**

Oscar Houghtaling

No. 53

December 18

1937

**PURPOSE** *trans school children*

PAY TO THE ORDER OF Arthur Mackey

Fifty-nine and  $\frac{50}{100}$

DOLLARS

First National Bank & Trust Co  
Elkville, N. Y.

Heaven

TRUSTEE'S COPY — NOT NEGOTIABLE

Oscar Houghstaling

No. 54

December 18

19

PURPOSE Change H.S. input on K.H.

PAY TO THE ORDER OF Arthur Mackay

ORDER OF Thirty and 7/10

DOLLARS

First National Bank & Trust Co  
Ellenville N. Y.

Henning

TRUSTING COPY—NOT NEGOTIABLE

Oscar Houghtaling

\$ 1476.64







DATE	RECEIPTS REPORTED BY COLLECTOR	AMOUNT	
	Carried forward	\$	
	Total (to be carried forward)	\$	

Deduct total expenditures to date.....

Balance on hand..... \$.....

Date \_\_\_\_\_

First National Bank of St. Louis Co.  
Ellenwood N. Y.

Oscar Young Stalin

PAY TO THE ORDER OF Percy Cole  
Eighty and 00/100 DOLLARS

First National Bank & Trust Co.  
Ellenville N. Y.

Oscar Knightling

No. 60 January 29 1940  
PURPOSE teaching school

PAY TO THE ORDER OF May Helen Ringwood  
One hundred fifty one and 6/100 — DOLLARS

First National Bank & Trust Co.  
Ellenville N. Y.

Oscar Houghtaling

TOTAL EXPENDITURES TO DATE

\$ 1653.64

\$ 65.00 ✓

Ed. 00 ✓

\$ 151.60

\$ 1950.24



# TRUSTEES' RECORD OF RECEIPTS

DATE	RECEIPTS REPORTED BY COLLECTOR	AMOUNT
	Carried forward	\$
	Total (to be carried forward)	\$

Total receipts to date.....\$.....

Deduct total expenditures to date.....\$.....

Balance on hand.....\$.....

Date .....

TOTAL EXPENDITURES CARRIED FORWARD  
 No. 61 January 27 1940  
 PURPOSE school supplies  
 PAY TO THE ORDER OF Radford M. Moore & Co.  
Forty-five and 00/100 DOLLARS

First National Bank & Trust Co.  
Ellenville N.Y.  
 TRUSTEE'S COPY — NOT NEGOTIABLE

No. 62 Oscar Houghtaling 1940  
 PURPOSE Janitor work & fueling wood  
 PAY TO THE ORDER OF Vernon Tompkins  
Thirty-three and 00/100 DOLLARS

First National Bank & Trust Co.  
Ellenville N.Y.  
 TRUSTEE'S COPY — NOT NEGOTIABLE

No. 63 February 3 1940  
 PURPOSE Business Controls  
 PAY TO THE ORDER OF Gladys Houghtaling  
Five and 00/100 DOLLARS

First National Bank & Trust Co.  
Ellenville N.Y.  
 TRUSTEE'S COPY — NOT NEGOTIABLE

TOTAL EXPENDITURES TO DATE

\$ 1950.24

\$ 45.49 ✓

\$ 33.00 ✓

\$ 5.00 ✓

2033.73



TRUSTEES' RECORD OF RECEIPTS

DATE	RECEIPTS REPORTED BY COLLECTOR	AMOUNT	
	Carried forward	\$	
	Total (to be carried forward)	\$	

Total receipts to date..... \$.....

Deduct total expenditures to date.....

Balance on hand..... \$.....

Date .....

67.300



